



BUSINESS CLASS 2 REQUIREMENTS

1. **NOTARIZED BUSINESS LETTER (ON BUSINESS STATIONARY):**
 - A. Your reason(s) for requesting business endorsement.
 - B. Amount of weekly cash flow.
 - C. Number of **CASH** deposits per week:
 1. Include copies of deposit slips totaling **\$4000.00** per week in cash, for a twelve (12) consecutive week period.
 - D. Distance from business to bank.
 - E. Number of hours engaged in the business per week.
 - F. Copy of the prior year's tax return for the business.
 - G. Location of business: Residential/Commercial/Industrial
 - H. Additional documentation may be required.

Cash deposit requirements may be waived if you can show the following:

- A. Demonstrate that the nature of your business is prone to robbery or:
 - B. Show you are in grave risk of being a victim of a robbery due to the nature of your business activity.
2. **NOTARIZED BANK LETTER (ON BANK STATIONARY):**
 - A. Stating you have a business account, including account number.
 - B. Frequency and average amount of **CASH** deposits.
3. **COPY OF THE BUSINESS CERTIFICATE OR CORPORATE FILING RECEIPT.**
4. **NOTARIZED LETTER OF NECESSITY (ON BUSINESS STATIONARY):**
 - A. Signed by a corporate officer, partner, or owner.
 - B. Contents of letter **MUST INCLUDE**:
 1. Reason(s) for requesting business endorsement
 2. Description of the applicant's employment and an explanation of why the employment requires the carrying of a handgun.
 3. Statement acknowledging the handgun may **ONLY** be carried during the normal course of the applicant's employment.
 4. Statement explaining the manner in which the handgun will be safeguarded by the employer and/or the applicant when not in use.
 5. Statement acknowledging that the applicant's employer, or if self employed, the applicant, is aware of their responsibility to properly dispose of the handgun and return the license to the Pistol Licensing Bureau upon termination of employment or the cessation of the business.
 6. Statement indicating the applicant has read and is familiar with the provisions of the NEW YORK STATE PENAL LAW, ART. 35 (USE OF FORCE), ART. 265 (CRIMINAL POSSESSION AND USE OF A FIREARM), ART. 400 (RESPONSIBILITIES OF A HANDGUN LICENSEE) AND THE PISTOL LICENSE INFORMATION HANDBOOK.

IF YOU ARE APPLYING FOR A LICENSE - SUBMIT THE ABOVE WITH YOUR APPLICATION.

IF YOU ARE AMENDING A CURRENT LICENSE - SUBMIT THE ABOVE WITH A COMPLETED AMENDMENT FORM - LINES 2 AND 6, AND A CHECK OR MONEY ORDER FOR \$5.00 PAYABLE TO THE SUFFOLK COUNTY POLICE DEPARTMENT. UPON COMPLETION OF OUR INVESTIGATION, YOU WILL BE NOTIFIED OF THE RESULTS BY MAIL.

PISTOL LICENSING BUREAU
SUFFOLK COUNTY POLICE DEPARTMENT
30 YAPHANK AVE.
YAPHANK, NY 11980

PHONE: 852-6312
852-6118
MONDAY - FRIDAY – 9:00 AM - 4:30 PM